

GETTING APPOINTED TO STATE AND MUNICIPAL BOARDS AND COMMISSIONS

ACTION STEPS

Reflecting Connecticut-Reflejando a Connecticut, a partnership among the African-American Affairs Commission, Latino and Puerto Rican Affairs Commission, Permanent Commission on the Status of Women, DemocracyWorks, The National Conference for Community and Justice, and other local and statewide organizations, suggests the following action steps to assist you in your interest in getting involved.

Step 1: Be part of a Talent Bank

Being part of a Talent Bank gets your name exposed to appointing authorities. It is not required for appointment, but this exposure may come with extra perks, like e-mail updates of vacancies and other opportunities.

The following Commissions keep Talent Banks for state and municipal appointments. You can get the forms on-line or by calling the numbers below.

African-American Affairs Commission (AAAC)

<http://www.cga.ct.gov/aaac/tbank.htm> or Cheryl Harris-Forbes at (860) 240-8555

Latino and Puerto Rican Affairs Commission (LPRAC)

http://www.cga.ct.gov/lprac/talent_bank.htm or Lucy Hernandez at (860) 240-8330

Permanent Commission on the Status of Women (PCSW)

<http://www.cga.ct.gov/pcsw/talentbank.htm> or Barbara Potopowicz at (860) 240-8300

Step 2: Identify Boards and Commissions of Interest

A. Get the list of State Boards and Commissions prepared biennially by the Office of the Secretary of the State and read them to identify the boards you may be interested in. The list is located on the Secretary of the State's website at the following address:

<http://www.sots.ct.gov/capitol/BdsComms/GR2005SUPPTBL.pdf>

B. Find out about municipal Boards and Commissions from your Town Hall. The Town Clerk may be particularly helpful.

Step 3: Investigate

- Is there a vacancy?
- What are the requirements for that vacancy?
- When and where do they meet?
- Who appoints members?

Step 4: Get Support

A. State Boards and Commissions

- Contact your State Senator
- Contact your State Representative
- Contact community supporters

B. Municipal Boards and Commissions

- Contact your Mayor/Selectman
- Contact your Town Manager
- Contact members of the Town Council
- Contact the Democrat or Republican Town Committee Chair in your community

Step 5: Make Contact

A. For state boards, the appointing authority is usually one of the following Legislative Leaders or the Governor. Call or write the appointing authority.

- Senate Pro Tempore Donald E. Williams, Jr. at (860) 240-8600
- Senate Majority Leader Martin M. Looney at (860) 240-8600
- Senate Minority Leader Louis C. DeLuca at (860) 240-8800
- Speaker of the House James A. Amann at (860) 240-8500
- House Majority Leader Christopher G. Donovan at (860) 240-8500
- House Minority Leader Robert M. Ward at (860) 240-8700

B. For Municipal Boards and Commissions

- Contact your local Town Hall to find out who are the appointing authorities. Town Clerks may be helpful with this.
- Contact your Mayor/Selectman
- Contact your Town Manager
- Contact members of the Town Council

Step 6: Don't be Discouraged

Sometimes the Boards and Commissions you have an interest in do not have any vacancies or there may be several individuals who are also interested. Look at other possibilities while keeping an eye on your first choice. The appointment process can take a long time. Have patience and check frequently on the status of your application.

Questions about *Reflecting Connecticut-Reflejando a Connecticut* can be directed to DemocracyWorks at 860-727-1157 or democracyWorks@democracyworksct.org